

## **AMS CHANGE REQUEST COVER SHEET**

**Change Request Number: 10-02**

**Date Received: 10/8/09**

**Title:** Updated In-Service Decision Briefing Template

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**Initiator Name:** Elizabeth Turcich, ISD Executive Secretariat

**Organization Name and Routing Symbol:** Office of Safety AJS

**Telephone:** 609-485-7035

**ASAG Member:** Angela Lewis

**Telephone Number:** 609-485-6916

**Policy OR Guidance:** Guidance

**Affected Section/Text Location:** Deployment Planning In-Service Review, In-Service Decision Briefing Template

**Summary of Change:** Developed a power point presentation including all placeholders for all information required for an In-Service Decision Briefing to assist Service Teams.

**Reason for Change:** This effort was a result of input and requests from Service Units.

**Development, Review, and Concurrence:** ISD Executive Secretariat

**Target Audience:** Service Team conducting In-Service Review on new acquisitions

**Potential Links in FAST for the Change:** <http://fast.faa.gov/toolsets/In-serviceReview/index.htm>

**Attachments:** Power point briefing template.

**Briefing Planned:** None.

**ASAG Responsibilities:** None.